Previous references.

1902.

(Gen. Finance

Gen. Fin **File No. 96 of 02**

Serial Nos. 1–4

Later references.

B

Gen Fin 337 of 03.

GENERAL AND REVENUE, SECRETARIAT.

P-A (E)

Serial Nos. 1–4.

Part B. for

SUBJECT.

Budget Estimates of the Government Press for 1903-04

No 484 d 27 2 1903 from the Supt. Govt. Press, Mysore
Forwards the Budget Estimates of the Mysore Govt. Central Press, together with the Branch Press at Mysore for 1903-04.

H 1436 d 6.3.03 to the Superintendent, Government Press.
Returns the above Budget Estimates for resubmission after clearly inserting the reasons for increase or decrease shown therein

No. 506 d 9.3.03 from the Supt. Govt Press
Resubmits the Budget Estimates of the Govt. Press after furnishing the required information.

G. R. S. 58

H 1697 8 d 15 4 03 to the Supt Govt. Press, and the Comptroller, Mysore Govt.
Accepts the Estimates provisionally.

1903

From H 1130.
G. HUME WRIGHT, Esq.,
SUPERINTENDENT,
GOVT. PRINTING IN MYSORE.

To H. V. Nanjundayya Esqre
M. A. M. L.
Secretary to the Govt of
Mysore Genl & Rev Department

Dated 27th February 1903.

Despatched

Received

General No. 984
No.

Enclosure No. 1

Gen Fin 91 of 02

Sl no 1

Has the honor to submit herewith the Budget Estimates of the Mysore Government Central Press, together with the Branch Press at Mysore for the Official year ending 30th June 1904

G. Hume Wright
Superintendent,
Govt Printing in Mysore.

R
2/3/1903

31/3
Ended with a draft
H. V.
4/3/03

DUE IN COMPTROLLER'S OFFICE—15TH FEBRUARY.

GOVERNMENT OF MYSORE

ESTIMATES

OF

RECEIPTS & EXPENDITURE

OF THE

Gazette
~~Stationery~~ and Printing Departments.

FROM

1st July 1903 to 30th June 1904

Secretary Genl & Rev. Depts
Forwarded to the ~~Comptroller~~ to the Government of Mysore on the 14th February 1903.

G. Thomas Wright

Superintendent of Govt. ~~Stationery~~ and Printing.
in Mysore.

Date of receipt in Comptroller's Office—

Date of compilation—

NOTE.—Items of Receipts or Expenditure found wanting in the accompanying printed list, should be inserted in writing by heads of departments when preparing the estimates.

MGCPB—13-1-03—10

MEMO OF INSTRUCTIONS FOR THE PREPARATION OF THE BUDGET ES

Particular attention should be paid to the rules laid down in Chapter 10 of the Civil Account Code, Volume I, Article 155, and also to the following points:—

Estimated Revenue should be—

(1) For what is expected to be actually received during the year, including the arrears of past years.

(2) No net receipts to be entered, but the gross transactions in full.

(3) The estimate of receipts should not be merely an arithmetical average of three years' figures. The average is a guide, but it should not be taken absolutely.

(4) Every department should provide for the whole receipt with which it deals finally.

(5) As regards Land Revenue, Forests, Excise, Mohatarfa and Sayer receipts, the following details should be furnished in a separate statement to accompany the Budget Estimates:—

A—Actuals of the Previous year.

(*a*) Arrears at the beginning of the year.
(*b*) Current year's demand.
(*c*) Total.
(*d*) Collections—
  (1) On account of the arrears of the past and previous years.
  (2) On account of the current year's demand.
(*e*) Total.

B—Current Year's Estimate.

(*a*) Arrears at the beginning of the year.
(*b*) Current year's demand.
(*c*) Total demand.
(*d*) Collections—
  (1) Actuals during the first eight months.
  (2) Estimated collections during the subsequent months.
  (3) Total collections.
(*e*) Probable balance at the end of the current year.

C—Estimate for the Ensuing Year.

(*a*) Arrears at the begining of the year.
(*b*) Demand proper of the year.
(*c*) Total demand.
(*d*) Estimated collections—
  (1) On account of arrears.
  (2) On account of the year's dema
  (3) Total of (1) and (2).

Estimated Disbursements should be—

(1) For what is expected to be actually paid (under proper sanction) during the year including the arrears of past years—not for the demand or the liabilities falling due within the year. In no case net charges to be entered, but the gross transactions in full.

(2) Full amount of the sanctioned scale should be shown.

(3) The columns of No. must be carefully filled in, and the rate of pay should be stated.

(4) The estimates for varying charges, such as contingencies, travelling allowance, and the like should be made by taking the average of three years' figures only as a guide, but not absolutely.

(5) No new charge to be entered that has not been sanctioned by competent authority. The No. and date of order sanctioning fresh charges included in the estimates for the first time, must invariably be quoted. New or additional charges proposed, which are not sanctioned by Government, will be disallowed by this office.

(6) Every department will provide for the whole charge with which it deals finally.

NOTES.

1. Full explanation for the variation in the estimates with previous year's estimate should be given opposite such items.

2. The districtwar details for the estimates of receipts and expenditure of the Forest, Excise, Registration, Judical, Police, Muzrai and Medical Departments, which are reviewed and consolidated by their respective heads of departments or controlling offices, may be prepared as heretofore separately in manuscript and attached to the printed form wherein the totals are given.

3. No supplemental estimates will be attended to by this office if not received by the end of March.

E. R. SUBRAYER,
Comptroller.

STATIONERY AND PRINTING.

ESTIMATES—Revenue and Receipts for the year ending 30th June 190

	Proposed estimate for 1903-1904	Sanctioned estimate for 1902-1903	Difference: Increase	Difference: Decrease	Explanatory remarks for increase or decrease in estimates proposed
XI—GENERAL ADMINISTRATION.					
1. Stationery receipts ...					
2. Sale of Gazette ...	2,500	2,500			
3. Sale of other publications ...					
4. Other Press receipts ...					
5. Sale of raiyats' receipt books...					
6. Sale of unserviceable articles...	200	200			From the average of last 5 years, the figure amounts to less than 200 Rs, so Rs 200/- is fixed as the probable amount recoverable
Total XI, General Administration... Rs	2,700	2,700			

Office of the Supt., Govt. Stationery and Printing,

The 14th February 1903

Supt., Govt. Stationery and Printing.

	Proposed estimate for 1903-1904		Sanctioned estimate for		Difference		Exp ma cre cre mat
	No.	Amount	No.	Amount	Increase	Decrease	
—13. GENERAL ADMINISTRATION. CIVIL DEPARTMENTS.			Note	— One half of the			Half of the increment viz Rs 20
(8) Stationery and Printing.				be to Ex. & Press Estab			The periodic increments
1. Pay of Superintendent at Rs. 800-40-1,000 ..	1	5040	1	4800	240	-	the financ March 19
2. House rent to do ...		-		1200		1200	The Supt. of draws no hou rent allowa
3. Exchange Compensation Allowance ...		-					as he is gene
4. Contribution towards Pension and Leave Allowances ..							free quarter
5. Exchange on Europe Family Remittance		600		600		-	
6. Establishment—							
(a) Manager (200-10-250) ...							The periodic
(b) Asst. Manag r (150-10-200).	2	4200	2	4560	-	360	increments of both these Offrs falls from Octr
Office Branch—							
(a) Head Clerk and Head Accountant (90-5-100) ..							
(b) Store-keeper (45) ...							
(c) Translator and Indexer (25)							
(d) Clerk and Accountant (25).	10	3588	10	3588	-	-	
(e) Dy. Accountant (20) ..							
(f) Accountants (17), (15) ...							
(g) Clerks 2 (15), (12) ...							
Proof Branch—							
(a) Head proof reader (60-5-70).							
(b) Senior proof readers (50), (48), 2 (30) ...							
(c) Junior proof readers 2 (25), (20)	16	4920	16	4860	60		Periodical - ment to Proof Reade
(d) Copy readers (18), 5 (15), 2 (12)							
Despatching Branch—							Rs 5/- will - mence fr
(a) Despatcher (35) ...							
(b) Assistant Despatchers (20), (12)							
(c) Head packer and counter (10)							1st April
(d) Packer and carriers (9), 2 (8), (7), (6) ...	9	1380	9	1380	-	-	
Composing Branch—							
(a) Section-holders (25), (21) 2 (20), (18) ...							
(b) Pressroom Clerk (17) ...							
Carried Over	38	19728	38	20988	300	1560	

ending 30th June 190

	Proposed estimate for 1903-1904		Sanctioned estimate for 1902-1903		Difference		Explanatory remarks for increase or decrease in estimates proposed
	No.	Amount	No.	Amount	Increase	Decrease	
Brought forward ...	38	19128	38	20988	300	1560	
(c) Make-up men 2 (15) ... (d) Attender (8) ...	9	1908	9	1908	-	-	
Printing Branch—							
(a) Engine driver and fitter (35) (b) Assistant driver and fitter (15) ... ... (c) Roller Castor and paste Boiler (9)	3	708	3	708	-	-	
Binding Branch—							
(a) Head Binder (25) ... (b) Gilders 2 (13)... ... (c) Athol writer (12) ...	4	756	4	756	-	-	
Miscellaneous Branch—							
Carpenter (15) ...	1	180	1	180	-	-	
Menial Branch—							
(a) Dafadar (10) ... (b) Supt.'s peons 3 (7), 2 (8), 5 (7) ... (c) Night watchmen (8), (6)... (d) Sweepers, 2 (6), (6) ...	16	1356	16	1356	-	-	
Conservancy Establishment—							
(a) Cartman (18) ... (b) Scavenger (8) ...	2	312	2	312	-	-	
7. Establishment (Temporary)—							
(a) Copy reader (10) ... (b) Packer and carriers (8), 2 (7), (6) ... ... (c) Galley proofmen 2 (8) ... (d) Stereo-typer and caster (40) (e) Counters 2 (7), (5) ... (f) Attendence keeper (15-20) (g) Peons (7), (6) ... (h) Draughtsman and engraver (50) ... ... (i) Pressman (10) ... (j) Turners 2 (7) ...	18	2640	18	2580	60	-	The gate Attendan Kaja is appointe on Rs 20/- instead of Rs 15/-
8. Overtime allowance to Establishment ...		1,000		1000	-	-	
9. Piece work Establishment ...	250	25000		25000	-	-	
10. Travelling allowance ...		100		100	-	-	
11. Contingencies ...		1,000		1,000	-	-	
Carried Over ...	341	54,688		55,888	360	1560	

ESTIMATES—Disbursements for the year ending 30th June 190

	Proposed estimate for 1903-1904		Sanctioned estimate for 1902-1903		Difference		Explanatory remarks for increase or decrease in estimates proposed
	No.	Amount	No.	Amount	Increase	Decrease	
Brought forward ...	341	54688		55888	360	1560	There was a Special Gran- tion of Rs 1000 for purchasing accessories for Type Casting ma- chine last year.
12. Material and type etc. ...		10,000		11,000	✓	1,000	
13. Distributing Establishment ...	42	2400		2400	✓		
Total ..	383	67088		69288	360	2560	
II—Branch Press at Mysore.							
1. Fixed Establishment ...	8	1164	8	1164	✓		
2. Overtime Allowance to do ...							
3. Piece work Establishment ...							
4. Temporary Establishment ...							
5. Travelling Allowance ...							
6. Contingencies ...							
Total ...	351	1164		1164			
III—Printing charges for Public Departments by Private Presses.							
IV—Stationery Depot.							
1. Depôt Establishment—							
(a) Supervisor at Rs. 60 ...							
(b) Store-keeper at Rs. 35 ...							
(c) Accountants and Clerks from Rs. 30 to 15 ...							
(d) Mutchi and packer, peons, etc., from Rs. 20 to 5 ...							
2. Cost of Europe Stationery for Public Departments ...							
3. Contingencies							
Total ...		68,252	✓	70452	360	2560	
Add Lump sum grant for Proportions on account of Branch Press at Mysore submitted to Govt — —		1386	*				* Proposal sent to Govt with this Office No 196 dated - 23-10-02
Total (8) ~~Stationery~~ and Printing.		69638					

Office of the Supt., Govt. Stationery and Printing,

The 14th February 1903

Supt., Govt. ~~Stationery~~ and Printing.
in Mysore.

67088
2700
69788

To

The Superintendent
Govt. Printing
in Mysore.

Dated 6th March 1903.
No: A 1436 [illegible]

His docket no: 484 dated 27th Feb 1903 submitting a copy of the Budget Estimates of the Gazette and Printing Departments for 1903-04

Has the honour to request that explanatory remarks for increase or decrease shown in the Budget may be inserted therein completely and the Budget retransmitted as early as possible.

The number and date of the Communication with which propositions on account of Branch Press at Mysore ~~are said to~~ have been submitted ~~should~~ may also be omitted inserted.

By Order
6/3/03
for Secretary

Subd writes a note.
20/3/03.

1903 T

From H 1208
G. HUME WRIGHT, Esq.,
SUPERINTENDENT,
GOVT. PRINTING IN MYSORE.

To
H. V. Nanjundayya Esqr
M.A. M.L
Secretary to the Govt of
Mysore Genl & Rev Depts

Dated 9th March 1903

Despatched

Received

General No. 506.
No.

Enclosure No. one

H No 3

Ref his docket No Fl 1436 dated 6th instant —

Has the honor to forward herewith the Budget Estimates with the required information as called for in the above.

G Hume Wright
Superintendent,
Govt Printing in Mysore

Genl
R 12/3/03 Ref[illegible]

Rec'd 17/3/03 H.V.N.

16/3/03

finally
Pass, allowing the
Estt actually
sanctioned
for Br Press

9/6/03

No. H 1697-8 dt 15.4.03
15

Read:

Correspondence ending with docket No: 506 dated 9th March 1903, from the Superintendent, Govt. Printing, in Mysore, submitting the Budget estimates of receipts and expenditure of the Gazette and Printing Departments for 1903-04 for Rs 2,700 & Rs 68,252 respectively.

Order thereon:-

The estimates are provisionally accepted.

26/3/03 Secretary
26/3/03

To

The Supt. Govt. Printing,
in Mysore

Comptroller, M.G.

Note

Please send this to Accts Section after issue for answering 2nd Councillors note.